

DEPARTMENT OF BENEFIT PAYMENTS

44 P Street, Sacramento, CA 95814



December 5, 1974

ALL-COUNTY LETTER NO. 74-244

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: PROCEDURE FOR ORDERING NEW COUPONS USING REVISED FORM FNS-260

REFERENCE: ALL COUNTY LETTER NO. 74-198, DATED OCTOBER 3, 1974; CHANGES IN
DENOMINATIONS OF COUPONS AND VALUES OF COUPON BOOKS

Attached, for distribution to your designated shipping points, is an initial supply of the revised Form FNS-260, Requisition for Food Coupon Books. The FNS-260 has been redesigned to accommodate the new food coupons and books referenced in the Department of Benefit Payments All County Letter No. 74-198.

Also attached is a list containing the names of your county's shipping points and their new 12-digit project shipping codes. These new codes, instead of the present 5-digit destination codes, are to be entered on the revised requisition form. Each issuance office or agent shown on the list as a shipping point should submit a requisition for a two-month supply of the new coupons. Requisitions must reach Food and Nutrition Service no later than December 12, 1974.

County welfare agencies and/or issuance agents are to remove parts 5 and 6 of the six-part FNS-260 set and submit the remaining four copies to Food and Nutrition Service, Western Region Office, 550 Kearny Street, Room 400, San Francisco, California 94108. For fiscal control purposes, counties with contracted issuance agents must require the requisitioning agent to provide them with part 5. The agent will retain part 6. You will receive further instructions and an additional supply of FNS-260 forms for future requisitions.

Beginning March 1, 1975, only new coupons are to be issued by agents. The final attachment is a list of formulas for various issuance patterns to assist in determining the proper requisition.

Please ensure that each of your designated shipping points is fully informed of the new procedures in requisitioning coupon supplies.

Please direct any questions to Dick Fox of the Food Stamp Program Operations Bureau at (916) 445-6907.

Sincerely,

DENNIS O. FLATT
Deputy DirectorSupervised by: USDA
CWDA

OBSOLETE

Attachments: (sent with advance copy to CWD's)

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